

SALARY RATES AND STEP ADVANCEMENTS

ALL UNITS – EXCEPT SUPERVISORY NURSES

New employees shall be hired at step 1 of the established base salary range, except as otherwise provided in this Agreement. Variable entrance steps may be established if justified by recruitment needs through step 5 with the approval of the appointing authority and through step 11 with the approval of the Director of Human Resources or designee.

Within the base salary range, all step advancements will be made at the beginning of the pay period following the pay period in which the employee completes the required number of service hours. Approval for advancement shall be based upon completion of required service hours in the classification, satisfactory work performance and appointing authority recommendation. An employee whose step advancement is denied shall not be eligible for reconsideration for step advancement except as provided in the Article, "Merit Advancements."

Completed service hours shall be defined as regularly scheduled hours in a paid status, up to eighty (80) hours per pay period. Overtime hours, disability payments, Medical Emergency Leave, and time without pay shall not count toward step advancements. Step advancements within a base salary range shall be based upon two (2) step increments. The employee shall be eligible for the first step advancement after completion of 1,040 hours and subsequent step advancements after completion of 2,080 hours.

EXAMPLES:

Hire step	1	4
After 1,040 hours*	3	6
After additional 2,080 hours*	5	8
After additional 2,080 hours*	7	10
After additional 2,080 hours*	9	11
After additional 2,080 hours*	11	N/A

*Assumes satisfactory work performance and appointing authority recommendation.

The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to maintain salary equity within the system, to prevent undue hardship or unfairness due to the application of any rule or policy, or to correct any salary inequity. The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to correct any payroll error or omission, including any such action which may have arisen in any prior fiscal year.

SUPERVISORY NURSES

(1) Advancement for Step 1-11

New employees shall be hired at step 1 of the established base salary range, except as otherwise provided in this Agreement. Variable entrance steps may be established if justified by recruitment needs through step 5 with the approval of the appointing authority and through step 11 with the approval of the Director of Human Resources or designee.

Within the base salary range, all step advancements will be made at the beginning of the pay period following the pay period in which the employee completes the required number of service hours. Approval for advancement shall be based upon completion of required service hours in the classification, satisfactory work performance (i.e., a "meets standards: Work Performance Evaluation). An employee whose step advancement is denied shall not be eligible for reconsideration for step advancement except as provided in the Article, "Merit Advancements."

Completed service hours shall be defined as regularly scheduled hours in a paid status, up to eighty (80) hours per pay period. Overtime hours, disability payments, Medical Emergency Leave, and time without pay shall not count toward step advancements. Step advancements within a base salary range shall be based upon one (1) step increments. The employee shall be eligible for the first step advancement after completion of 1,040 service hours and subsequent step advancements after completion of 2,080 service hours.

EXAMPLES:

STEP ADVANCEMENT	Step
Hire step	1
After 1,040 hours*	2
After additional 2,080 hours*	3
After additional 2,080 hours*	4
After additional 2,080 hours*	5
After additional 2,080 hours*	6
After additional 2,080 hours*	7
After additional 2,080 hours*	8
After additional 2,080 hours*	9
After additional 2,080 hours*	10
After additional 2,080 hours*	11

*Assumes satisfactory work performance and appointing authority recommendation.

The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to maintain salary equity within the system, to prevent undue hardship or unfairness due to the application of any rule or policy, or to correct any salary inequity. The Director of Human Resources or designee may authorize the adjustment of the salary step or salary rate of an employee to correct any payroll error or omission, including any such action which may have arisen in any prior fiscal year.

(2) Longevity Pay

- a. Supervisory nurses shall be eligible for longevity pay above the base rate of pay, as indicated below, based on total hours of completed service as a supervisory nurse with the County and/or as a registered nurse with the County, provided the supervisory nurse receives an overall rating of "meets standards" at his/her next annual WPE or the next WPE for which a step increase would be due (not when he/she completes the years of service). Longevity pay shall be excluded when determining the appropriate rate of pay for a promotion or demotion.

TOTAL COMPLETED SERVICE	
20,800 (10 years)	2.0%
31,200 (15 years)	An additional 2.0% for a total of 4%
41,600 (20 years)	An additional 2.0% for a total of 6.0%
52,000 (25 years)	An additional 2.0% for a total of 8.0%

- b. Effective the beginning of the first pay period following June 12, 2007, employees in the Supervisory Nurses unit with more than ten (10) years of completed service as a supervisory nurse with the County and/or as a registered nurse with the County who have received a "meets standards" Work Performance Evaluation (WPE) within 2,080 service hours of completing such years of service, shall receive longevity pay equivalent to the total years of service with the county as a supervisory nurse and/or registered nurse with the County.

EXAMPLE 1 – A supervisory nurse who completes two (2) year of service with the County as a supervisory nurse and has completed eight (8) years of service as a nurse with the County, will be eligible for an additional 2.0% above the base rate of pay at the nurse's next scheduled annual WPE or next WPE for which a step increase would be due, provided the nurse has received an overall "meets standards" WPE.

EXAMPLE 2 – A supervisory nurse with 9 years and 7 months of completed service as a supervisory nurse promotes to another supervisory nurse classification. The supervisory nurse will be eligible for the 10 year longevity pay after completion of an additional 5 months of service and at the next WPE for which a step increase would be due, provided the nurse has received an overall "meets standards" WPE.

EXAMPLE 3 – A supervisory nurse who is already receiving 2.0% longevity pay for 10 years of completed service promotes to another supervisory nurse classification. The supervisory nurse will continue to be eligible for the 10 year longevity pay above his/her new base rate of pay.

A Sheriff's Supv RN I – Range 67

At Step 11 – \$ 41.80 plus 10-yr 2.0% (\$42.64)

Promotes to Sheriff's Supv RN II – Range 71

Promotion Step 9 \$43.94 plus 10-yr 2.0% (\$44.82)

1,040 service hours Step 10 \$45.05 plus 10-yr 2.0% (\$45.95)

EXAMPLE 4 – A nurse who has completed thirteen (13) years of service as a nurse with the County and four (4) years of service with the County as supervisory nurse will be eligible for the 4.0% longevity pay for fifteen (15) years of service.

- (3) For purposes of longevity pay only, a year of completed County service is defined as 2,080 service hours as a supervisory nurse and/or registered nurse with the County.